

CONCORDIA UNIVERSITY
Faculty of Engineering and Computer Science
Minutes of Meeting 93-7
of the
Engineering and Computer Science Faculty Council
held
Friday, September 17, 1993

Present: Professors D.J. Taddeo, (Chair), M.O. Ahmad, V.S. Alagar, R.B. Bhat, S. Cheung, M.M. El-Badry, P.P. Fazio, J.C. Giguère, K. Ha-Huy, F.D. Hamblin, A.M. Hanna, J.F. Hayes, W.M. Jaworski, K. Khorasani, T. Krepec, A. Krzyzak, V.N. Latinovic, C. Marsh, J. Opatrny, O.A. Pekau, R. Shinghal, T. Stathopoulos, C.Y. Suen, K. Thulasiraman; Prof. G.H. Vatistas (Graduate Studies), Prof. B. MacKay (V.-R. Academic Rep.), T.L. Swift (Registrar's Office), M. Fazio, R. Richer, K. Rokas, O. Zafrir, (U/G Reps.), J.L. Hall (Secretary).

Absent with apology: Prof. G.D. Xistris; Lee Harris (Library), and M. Cinquino (U/G Rep.), M. El-Karmalawy, R. Vallurupalli (Grad. Reps.).

Visitors: Profs. C. Jetté, S. Kubina, H.B. Poorooshab, A.S. Ramamurthy; C. Brown (Liaison), C. Coghlin (Library), D. Wiseman, (Dean's Office), L. Zack (Public Relations).

The Chair opened the meeting by introducing himself and welcoming everyone. He then requested that all present introduce themselves.

1. Adoption of Agenda

Motion 93-7-1 The agenda was unanimously adopted on a motion presented by Dr. Pekau and seconded by Dr. Hayes.

2. Chair's Remarks

The Chair initiated his remarks by thanking all within the Faculty for their support during the first three months of his tenure as Dean of the Faculty. He then introduced the members of the Decanal Team and thanked them for having accepted the appointment and the tasks assigned to them.

The Chair stated that there is no doubt that the Faculty of Engineering and Computer Science was a strong Faculty having experienced rapid growth over the past ten to fifteen years and that it has a strong profile in research. Although it has not been an easy summer for the Faculty and its members for various reasons, the Decanal Team has looked at the structure of the Faculty, the interaction between the various units within the Faculty and how it relates with the rest of the University community. He also recognized that the

trial was a stressful and difficult experience for many over the past several months. He mentioned that the Board of Governors will be establishing an Inquiry Commission within the next few weeks that will have to be dealt with in due course.

Accreditation is another challenge facing the Faculty. A committee, co-chaired by Profs. Hamblin and Stathopoulos, has been established to prepare the documentation and to coordinate the visit. Included on the committee are representatives from each of the programmes under review.

The third issue that must be dealt with is that of a response to the Faculty Review that was held last year. What the Executive Committee is going to propose is that the response be in the form of a strategic plan for the Faculty to be presented to Council early in 1994. This will be mentioned later in this meeting as part of the Objectives for the Faculty that the Chair has set for himself as Dean.

The Dean then outlined his objectives as follows:

1. To restructure the Office of the Dean through attribution of duties and responsibilities to members of the Decanal Team, so as to facilitate the faculty's interaction with the University and its various academic and non-academic constituents.
2. To devolve, accordingly, to the academic units of the Faculty, the increased responsibility and accountability for all facets of their operations.
3. To promote the participation of the Faculty Executive Committee and Council in the discussion, determination, adoption and implementation of Faculty-wide policies, goals and objectives.
4. To foster the attitudes of openness, tolerance and inclusivity within the Faculty, as well as between the Faculty and the University community in general.
5. To assess the distribution of resources within the Faculty (i.e.. capital and operating budgets, faculty and staff, space) and develop, with the Executive Committee, strategies for the optimum use of these resources.
6. To increase the communication within the Faculty, between the Faculty and the University and between the faculty and external communities to enhance the Faculty's image and visibility.
7. To propose, with the participation of the Executive Committee, a specific plan of action to hire more women to the Faculty's academic and technical staff, and to attract more women students to engineering and computer science at Concordia, at both the undergraduate and graduate levels.

8. To increase the Faculty's liaison with the Quebec community (government, industry and university) through the increased participation of faculty members in joint projects, as well as increased membership in l'Ordre des ingénieurs du Québec.

9. To identify the best opportunities for faculty exchanges and agreements on the international level, paying particular attention to the North American Free Trade Zone, the European Economic Community and the Asian Pacific Rim. A survey of formal agreements between the Canadian and Quebec governments and countries in these areas will be conducted to determine the resources already available to promote exchanges and joint research projects.

10. To define and develop a mission statement and a strategic plan of action for the Faculty of Engineering and Computer Science, taking into consideration the Faculty Review process and the responses that have been made to the Faculty Review.

The Chair concluded his remarks by stating that, while he does not wish to paralyze the Faculty's teaching and research responsibilities with committee work, he is counting on the support and contribution of all members of the community. These are exciting and challenging times for the Faculty of Engineering and Computer Science, he is proud to be associated with the Faculty and the opportunities it presents for the future.

3. Adoption of Minutes of Meeting 93-6

Motion 93-7-2 On a motion presented by Prof. J.C. Giguère and seconded by Prof. Vatisas, the minutes of ECFC meeting 93-6 (May 21, 1993) were adopted by a unanimous vote.

4. Ratification of Elections to Senate and Senate Committees

The Secretary of Council advised Council that all appointments to Senate and Senate sub-committees are elected through Faculty-wide elections and are brought to Council for ratification. ECFC Documents 93-7-1 and 93-7-1.1 list the positions that were filled through elections held subsequent to the last Council meeting.

The Chair also pointed out that ECFC Doc 93-7-1.1 also lists for the information of Council the names of the members of the Decanal Team who have been appointed to "Ex-Officio" positions on Senate and Faculty Committees as representatives of the Office of the Dean.

Motion 93-7-3 A motion to ratify those individuals listed in ECFC Doc. 93-7-1 and ECFC Doc 93-7-1.1 who we elected the positions indicated was passed on a unanimous vote presented by Prof. J.C. Giguère and seconded by Prof. K. Thulasiraman.

5. Graduate Curriculum Changes

Document ECFC 93-7-2 was circulated to members of Council. It was decided to deal with the courses referred to in the documentation a departmental basis. Therefore the courses listed under the heading "Department of Electrical Engineering" were dealt with first. The Chair of the ECGSC, Dr. Stathopoulos, provided brief explanations for the Committee comments listed beside each course. With respect to ELEC 674 (Computer Architecture and Design) a prolonged discussion concerning the statement of the Committee that this course could not be recommended resulted in the following motion proposed by Prof. Giguère and seconded by Prof. Hayes:

Motion 93-7-4 That **ELEC 674 Computer Architecture and Design** be sent back to the ECGSC for further consideration and that a dialogue between the Electrical and Computer Engineering Department and the Computer Science department be encouraged regarding level and content of this course, but that the remaining course recommendations in ECFC Doc. 93-7-2 pertaining to the department of Electrical and Computer Engineering be approved by Council. This motion was carried by a unanimous vote.

Council then discussed The course proposed under the heading "Mechanical Engineering Department".

Motion 93-7-5 That Council approve the ECGSC recommendation that the course **MECH 660 Testing of Composite Materials and Structures** be added to the curriculum.

During the subsequent discussion the following salient points were made:

- The word "testing" in a course title may create a proliferation of "testing" courses.
- The word "structures" in the title could be misleading since there are many interpretations of the word structures particularly in the Building and Civil Engineering programmes. However it was pointed out that this course is a Mechanical Engineering course and it is dealing with composite materials, Also a suggestion was made that the word "polymer" might resolve the issue. Finally it was mentioned that this was discussed previously in Council and the decision to leave the word "Structures" in the title was upheld.
- That if this issue could not be resolved within the required deadline that this course could again be run as a slot course. It was mentioned that this course had been offered as a slot course last summer.
- That this course part of the Composites option but, to date, there has not been a proposal for an overall plan of the this option. Courses should not be approved on a piece-meal basis like this.

- That this course forms part of a collaborative programme with Ecole Polytechnique and should appear in the Calendar so that it may be recognized as such.

Motion to Amend Dr. Giguère moved that motion 93-7-5 be amended to state that the question of the title of this course be tabled and sent back to the ECGSC for further consideration and brought back to Council for the next meeting.

This amendment was carried on a vote of 30/0/1

Motion 93-7-5 was then carried on a vote of 30/0/1

6. Response to Faculty Review Process

The Chair mentioned that the document, prepared by the previous Decanal Team entitled "Response of the Office of the Dean to the Report of the Committee to Review The Faculty of Engineering and Computer Science" in May, had been circulated to members of Council. He stated that it is his intent to table this document today so that it becomes a public document. As a result it, and all of the other documents pertaining to the review process, may then be taken into consideration in preparing the Strategic Plan of Action for the Faculty.

Motion 93-7-6 That the document entitled "Response of the Office of the Dean to the Report of the Committee to Review The Faculty of Engineering and Computer Science" be tabled for consideration in the preparation of the Strategic Plan of Action for the Faculty. Moved by Prof. P. Fazio and seconded by Prof. J.C. Giguère. The motion was carried on a vote of 27/0/4.

Following the vote a question was raised about the nature and structure the Strategic Plan will take. The Chair stated that a committee headed by Prof Kubina with its membership consisting of the unit heads will coordinate and prepare the document. However the discussion and main thrust of the contents must come from the Departments.

Dr. Kubina stated that the Appraisal Review document identifies many of the main points that will be covered by the response. He also mentioned that an example of the type of document the Strategic Plan will resemble is the Five Year Plan of the Department of Electrical and Computer Engineering. This plan identifies some of the issues that are important to the Department and issues like these will form the basis of the Faculty's Strategic Plan and Response document. He explained that it is important for the departments to start that discussion and put that type of information forward. The Committee will then identify what additional issues need to be addressed and integrate all of this information for the final plan.

The deadline for the report will be that the final report would be brought to Council in January 1994.

7. Other Business

7.1 Terms of Reference of Faculty Councils

A copy of excerpts of University Policies and Procedures A-32 (Membership and Powers of Faculty Councils, etc.) pertaining to the Faculty of Engineering and Computer Science was distributed to all members. This document outlines the powers and mandate of Council.

7.2 Faculty Reception

The Dean announced that a reception will be held on Friday October 1, 1994 hosted by the Dean and the Decanal Team for all members of the faculty and staff of the Faculty of Engineering and Computer Science.

7.3 Good wishes

On behalf of all of the Faculty the Dean offered good wishes to Dr. Latinovic for a speedy recovery to Dr. V. Latinovic who is going into the hospital for surgery

8. Adjournment

Dr. P. Fazio moved adjournment.